

MINUTE RECORD

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH/OFFICE OF DRUG CONTROL POLICY (MDCH/ODCP) STRATEGIC PREVENTION FRAMEWORK/STATE INCENTIVE GRANT (SPF/SIG)	
WORKGROUP NAME:	State Epidemiology Workgroup (SEW)
CLUSTER NUMBER:	N/A
DATE:	Friday June 20, 2008
TIME:	9:00 – 10:20 a.m.
LOCATION:	SOM General Office Building, Dimondale
CO-LEADERS:	Corrine Miller
RECORDER:	Brenda Stoneburner

INTENDED MEETING OUTCOME

1. Updates on items, including work with Coalition Workgroup on MiPHY
2. Review results of Web-Based Data Repository Survey and other options

KEY POINTS – DRAFT SUMMARY (NOT REVIEWED BY WORK GROUP)

THIS SECTION IS THE NARRATIVE OF YOUR MEETING. PLEASE DESCRIBE IN DETAIL WHAT HAPPENED DURING THE MEETING AND THE KEY POINTS ADDRESSED. REMEMBER, THESE NOTES ARE A COMMUNICATION TOOL. PLEASE MAKE SURE OTHERS NOT AT THE MEETING CAN GET A CLEAR SENSE OF WHAT OCCURRED.

Welcome and introductions. Reviewed and approved March 28, 2008 meeting minutes (moved by Kristie; seconded by Kori) as well as agenda for this meeting.

Update on Items from Previous Meeting:

- SEDS Cross-Walk: It was noted several of the SEDS data sets are older than what can be obtained from respective state agencies, information at the county level is sporadic, and it still needs to be analyzed. Corrine and Lorri have received advance copies of State data from the National Survey on Drug Use and Health (NSDUH) SAMHSA's Office of Applied Studies, which is also arranged by sub-state (CA) region. Once available for public distribution, will get sent to SEW and CAs.

Items New/Continuing:

- Ad Hoc Committee for MiPHY Plan: Kim and Byron from DOE met with the Coalition Workgroup (CW) in May to present on MiPHY and next steps. (See Coalition Workgroup 5/16/08 meeting minutes for timeline of next two-year cycle.) This summer, MiPHY staff will be looking at evaluation and begin working on marketing/ public relations campaign for the next round of surveys (10/09 through 5/10). Since many SEW and CW members have local connections at schools and are aware of issues resulting in hesitancy on part of school districts to get involved in MiPHY, it was suggested an Ad Hoc Committee of SAC and SEW members be developed to work with Kim and Byron on this initiative. Ann and the CW will be lead, and it was asked if any SEW members would be willing to participate. Jill, Kori and Joel volunteered; Brenda will pass their names along to Ann. One item they would be interested in seeing in future surveys (if possible) is "where do you usually get alcohol, tobacco and other drugs?" As part of evaluation and next steps for this workgroup, if adding questions is possible this will be brought up. It was noted the

information may already be in the survey. Brenda will check with Kim to see if possible to get this data run if so.

- Data Repository Workgroup/Survey Results:

The survey to get input on the Data Repository Indicators results were reviewed. A total of 64 people responded, and compiled information discussed. SEW asked that data be looked at in a different way to get a better sense of where priority topics flush out (either by mean scores or weighted ranking). Due to first round of surveys being distributed more widely than desired (was to be SEW, SAC, IG, CW, CAs and local Chairpersons of CEW and/or CSPPC), wondered if information is reliable. SEW requested information be re-run with CA, SAC and SEW responses only. Once see if there is variance, may look to do focus groups as a final step before making recommendations on which indicators should be a priority for the data repository. In making that determination, will need to first look at what we “have to have” (either for APG, Block Grant, National Outcome Measures, other funding sources, etc.) as priority, and then additional measures that would be “nice.” In addition to data, want to be able to look at consumption and consequence. Need to think about the framework from the standpoint of the State giving guidance on “if you look at this issue, here are indicators and consequences to think about.” Note it would be ideal to have this operational in FY09. Brenda distributed a Juvenile Risk Factors data piece the Education Section at ODCP has developed (on ODCP website) as a possibility. Overall group thought this approach would be adequate, with the addition of footnotes giving context. It was identified ODCP has received approval to hire an Epidemiologist, and the process has started.

- Logic Model Expansion: SEW members who are working closely with community groups have identified a need to re-look at and expand on the Adult and Underage Drinking Logic Models the SEW developed to focus more on potential strategies. At the community level, using the CADCA model that asks the questions “but why here” has proven to be helpful. A workgroup was established to start looking at this expansion, with Joel being the leader and Marie, Kori, Lisa, Achilles, and Kristie being part of that workgroup.

Additional Items/Next Steps:

- It was noted it would be beneficial to have documents the SEW developed that have been particularly helpful in the SPF SIG process re-distributed to CAs, due in part to turnover among CAs and communities, and due in part to communities being in “different places at different times.” A document that may be useful now could have been distributed four months ago and is unknown. SEW members were asked to let Brenda know which items in particular to have as part of this notice and she will get them sent out.
- Pietro identified www.michigantrafficcrashfacts.org has their 2007 data up.
- Additional Next Steps identified in Action section of minutes.

ACTION

- THE ACTION ITEMS ARE SIMILAR TO YOUR TASKS. ALL ACTION ITEMS MUST BE IN LINE WITH THE TPCI MODEL.
- IN THE FIELD "ACTION ITEM" PLEASE DESCRIBE FROM YOUR MEETING WHAT ACTION WILL BE TAKEN. IN THE FIELD "RESPONSIBLE," PLEASE INDICATE WHO IS RESPONSIBLE FOR THAT ACTION. IN THE "DEADLINE" FIELD, PLEASE LIST THE DEADLINE FOR THE ACTION TO BE COMPLETED. IN THE "PROGRESS AND FOLLOW-UP ACTIONS" COLUMN, PLEASE TRACK THESE ACTION ITEMS OVER TIME.
- FOR EACH ITEM YOU LIST, YOU SHOULD DESCRIBE WHAT SHOULD HAPPEN (IN THE "ACTION ITEM" FIELD), & WHAT ACTUALLY HAPPENED, (IN THE "PROGRESS AND FOLLOW-UP" FIELD). ALSO, INDICATE WHEN YOU COMPLETE THE ACTION ITEM.

ACTION ITEM	RESPONSIBLE	DEADLINE	PROGRESS AND FOLLOW-UP ACTIONS
1. Update on Michigan Youth Tobacco Survey data	Corrine will report information as available	Summer, 2008	On-going. Meeting not yet scheduled.
2. Interdepartmental meeting with DOE, LPHA, and ODCP on how to better facilitate connection with CEW activity	Brenda will follow up with Larry and Carolyn		
3. Re-run ranking usefulness/ feasibility survey of Data Repository by CA, SAC and SEW as well as weighting of responses from entire respondents; distribute to SEW prior to next meeting for discussion	Brenda	July meeting	
4. Release of NSDUH data to CAs, SAC and SEW	Lorri will send notification to Brenda when available for release; Brenda send to those identified	When available	
5. CW/SEW Workgroup on MiPHY collaboration	Brenda will let Ann C. (CW) and Kim K. (DOE) know Jill, Kori and Joel will represent SEW	6/24/08 notice sent; SEW Members provide update on progress at future meetings	

6. Logic Model Expansion Workgroup	Joel	Update at July meeting	At 6/20/08 SAC Leadership Team meeting, the CUAD offered to work on this venture with the SEW and take the lead on the Underage Drinking Logic Model. Joel will touch base with Dianne P. (CUAD Chair) to coordinate efforts.
7. Re-distribute particularly useful documents developed by the SEW to CAs	SEW members to send their recommendations to Brenda within two weeks; Brenda will compile and send to CAs in one notification	ASAP	

WORKGROUP OVERLAP		
<p>■ PLEASE LIST ANY ACTION ITEM, KEY POINT, OR MEETING OUTCOME (FROM ABOVE TABLES) THAT WILL AFFECT ANY OTHER WORKGROUP OR CLUSTER.</p> <p>■ LIST ANY DECISION, INFORMATION, POSITION, ETC., THAT YOU NEED FROM OTHER WORKGROUPS OR CLUSTERS.</p> <p>■ RECORDS OVERLAP AMONG WORKGROUPS EVEN IF THE WORKGROUPS ARE IN THE SAME CLUSTER.</p>		
OVERLAPPING GROUPS (PLEASE LIST ALL GROUPS)	OVERLAPPING ISSUE	COMMUNICATION STRATEGY AND OTHER ACTIONS TAKEN TO RESOLVE OVERLAP
I.G.	Need for Interdepartmental meeting with DOE, LPHA, and ODCP on how to better facilitate connection with CEW activity	Brenda will re-identify need to Carolyn and Larry
CUAD	Logic Model expansion	Joel and Dianne will communicate directly; cc'ing Brenda, Tine and Carolyn on correspondence
CW	MiPHY Marketing/PR Plan workgroup	Ann will be asked to cc Carolyn and Brenda on correspondence/communication

RESEARCH & TECHNICAL ASSISTANCE REQUESTS		
<p>■ PLEASE LIST EVERY REQUEST FOR RESEARCH, TRAINING, OR TECHNICAL ASSISTANCE HERE. PLEASE ALSO RECORD ALL ACTIONS TAKEN TO MEET THIS REQUEST. FOR EXAMPLE, YOUR REQUEST FOR RESEARCH MAY BE "NEED RESEARCH ON THE USE OF RISK ASSESSMENTS AT FIA." THE ACTION ITEM WOULD BE "GATHERING RESEARCH ON RISK ASSESSMENT FROM FIA." ANOTHER ACTION ITEMS MAY BE "JIM NYE GAVE A PRESENTATION ON THE RISK ASSESSMENTS USED BY FIA."</p> <p>■ NOTE THE REQUEST FOR RESEARCH IN THE "REQUEST FIELD." NOTE WHO YOU ARE CONTACTING TO MEET THIS NEED IN THE "TO WHOM" FIELD. NOTE ANY FOLLOW UP ACTION TAKEN IN THE "ACTION TAKEN" FIELD.</p> <p>■ PLEASE BE VERY CLEAR ABOUT WHAT IS NEEDED AND WHAT WAS DONE TO MEET THAT NEED.</p>		
REQUEST	TO WHOM	ACTION TAKEN

NEXT MEETING	
DATE:	TBD: SEW WILL BEGIN MEETING MONTHLY AGAIN
TIME:	TBD
LOCATION:	TBD

ANY ADDITIONAL COMMENTS?

As SEW determined to start meeting monthly, SAC meetings were cancelled for July and August. The SEW will hold conference calls during those months, and meet in person again in September (9/19/08).

ATTENDANCE			
PLEASE LIST EVERY MEMBER FOR EVERY MEETING REGARDLESS OF ATTENDANCE. PLEASE PUT “YES” IF THE PERSON ATTENDED THE MEETING AND “NO” IF THE PERSON WAS ABSENT. LIST EACH GUEST THAT ATTENDED THE MEETING.			
MEMBERS’ AND GUESTS’ NAMES	ORGANIZATION	WORKGROUP AFFILIATION	HERE? Yes/No
Cindy Agle	MRC	Member	No
Amy Murawski/ Kristy Bitterman/Jean Wagerly/	Saginaw Co. Dept. of Public Health (P.H.)	Member	Yes
Phil Chvojka	ODCP	Member	No
Jill Worden	Riverhaven CA	Member	Yes
Garry Goza	MDCH-HIV/STD EPI	Member	No
Marie Hansen	Prevention Network (PN)	Member	Yes
Merrilee Keller	Pathways	Member	No
Achilles Malta	Kalamazoo CMH	Member	Yes
Corinne Miller	MDCH- EPI	Member- Chair	Yes
Marci Scalera	Livingston-Washtenaw CA	Member	No
Larry Scott	ODCP	Member- Co-Chair	No
Joel Hoepfner	Mid South	Member	Yes
Brenda Stoneburner	ODCP	Member-ODCP Staff Liaison	Yes
Theresa Webster	SEMCA	Member	No
Herb Winfrey	Connexion, Inc	Member	No
Kori White-Bissot	Lakeshore CA	Member	Yes
Beverly Davenport	DHS	Member	No
Jessica Edwards	PIRE	Consultant	No
Eva Petosky/Linda Woods	Inter Tribal Council	Member	No
Kim Kovalchick	Dept. of Ed.	Member	No
Jim O’Neil	Madonna College MDOE	Member	No
Lisa Faulkner	Oakland County Health Div.	Member	No
Tine Laux	Prevention Fellow	Member	No
Pietro Semifero	OHSP	Member	Yes
Lisa Coleman	Genesee	Guest	Yes
Lori Cameron	DCH EPI	Guest	Yes